



LOS ANGELES COUNTY COMMISSION ON HIV

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While not required of meeting participants, signing-in constitutes public notice of attendance. Presence at meetings is recorded solely based on sign-in sheets, and not signing-in constitutes absence for Commission members. Only members of the Commission on HIV are accorded voting privileges, thus Commissioners who have not signed in cannot vote. Sign-in sheets are available upon request.

STANDARDS OF CARE COMMITTEE MEETING MINUTES October 1, 2009

Approved
11/5/2009

MEMBERS PRESENT	MEMBERS ABSENT	PUBLIC	HIV EPI AND OAPP STAFF	COMM STAFF/CONSULTANTS
Angélica Palmeros, <i>Co-Chair</i>	Sharon Chamberlain	Louis Guitron	Angela Boger	Jane Nachazel
Fariba Younai, <i>Co-Chair</i>	Jennifer Sayles		Mary Orticke	Glenda Pinney
Mark Davis			Juhua Wu	Doris Reed
David Giugni				Craig Vincent-Jones
Terry Goddard				
Brad Land				
Jenny O'Malley				
Everardo Orozco				
Carlos Vega-Matos				

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- 5) **Standards Comments:** Medical Outpatient, Mallory Witt, 8/28/2009
- 6) **Standards of Care:** Medical Outpatient, 9/21/2009
- 7) **Memorandum:** Applying "Evaluating Service Effectiveness" Methodology in FY 2009: Financial Model, 9/28/2009
- 8) **Table:** Applying "Evaluating Service Effectiveness" Methodology in FY 2009: Plan and Timeline, 9/28/2009 (*update*)
- 9) **PowerPoint:** Medical Care Coordination (MCC): Background and Development, 8/3/2009
- 10) **Table:** Report on SOC Committee's Plans to Revise Selected Standards of Care, 9/10/2009

1. **CALL TO ORDER:** Dr. Younai called the meeting to order at 11:25 am.
2. **APPROVAL OF AGENDA:**
MOTION #1: The Agenda Order was approved with the removal of Anthony Bongiorno from the Standards of Care (SOC) Committee Members roster (**Passed by Consensus**).
3. **APPROVAL OF MEETING MINUTES:**
MOTION #2: The 9/3/2009 SOC Committee meeting minutes were approved, as presented (**Passed by Consensus**).
4. **PUBLIC COMMENT, NON-AGENDIZED:** There were no comments.
5. **COMMISSION COMMENT, NON-AGENDIZED:** There were no comments.
6. **PUBLIC/COMMISSION COMMENT FOLLOW-UP:** Ms. Wu reported she had spoken with OAPP management per the Committee's request.
7. **CO-CHAIRS' REPORT:** There was no report.

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8. STANDARDS OF CARE:

A. Case Management, Housing Services:

- The Committee reviewed post-panel comments received and made the following revisions: deleted Service Provider Networks (SPNs) from the standard as they are no longer contracted; added Housing Urban Development (HUD) language for consistency; identified Section 8 applications as among those for which clients may need assistance completing; and included one eight-hour annual recertification training requirement consistent with Housing Opportunities for People with AIDS (HOPWA) and HUD recertification training.
- The standard will be forwarded to the 10/8/2009 Commission meeting for public comment until 10/30/2009 and again discussed at the 11/5/2009 SOC Committee meeting.
- Mr. Orozco brought up the issue of a case manager who did not want to do the paperwork associated with housing, opting instead to tell the client that they did not qualify. Ms. Boger reminded Mr. Orozco to instruct consumers to contact OAPP's Grievance Line at 800.260.8787 when something like that happens, but they should first go to the case worker's supervisor, then the director of the agency, then OAPP. OAPP staff committed to resolving Mr. Orozco's complaint outside of the meeting.

B. **Residential, Transitional Services** will be discussed at the next Committee meeting on 11/5/2009.

C. Medical Outpatient Services:

- In addition to adding treatment education language, the Committee agreed to add medical nutrition therapy language to the standard along with clarification that although medical nutrition therapy is not mandated by OAPP within medical outpatient, providers are required to do a basic nutrition screening.
- The Committee reviewed comments submitted by Dr. Mallory Witt making the following revision: under **MEDICAL NUTRITION THERAPY**, add "...if an external referral" to the requirement for a signed copy of the Patient's Consent.
- Under **Follow-up Treatment Visits**, the Committee felt that a physician poll was needed to determine the revision of the CD4 count (if any) and time interval triggers for referral to an ophthalmic examination by a trained retinal specialist.
- It was discovered that the caseloads under **Staffing Ratios** were transposed/reversed. Commission staff will correct the error.
- The Committee agreed with the suggestion that language and a sample chart be developed for the standard's introduction to emphasize the integrated nature of activities and documentation.
- OAPP was encouraged to submit their written comments in time for discussion at the 11/5/2009 Committee meeting.
- Mr. Vincent-Jones will review the medical nutrition language incorporated in the standard to ensure that it reflects that providers are not required to have registered dietitians on staff.
- Because of the complexity of the standard, the Committee agreed to extend the public comment period.

9. **SERVICE EFFECTIVENESS:** This item was postponed.

10. **STANDARDS REVIEW POLICIES:** The item was postponed.

11. **GRIEVANCE POLICY AND PROCEDURES:** This item was postponed.

12. **MEDICAL CARE COORDINATION (MCC):** This item was postponed.

13. **ACTIVITY UPDATES:** This item was postponed.

14. **COMMITTEE WORKPLAN:** There was no additional discussion.

15. **AETC REPORT:** There was no report.

16. **NEXT STEPS:** There was no additional discussion.

17. **ANNOUNCEMENTS:** There were no announcements.

18. **ADJOURNMENT:** The meeting was adjourned at 12:30 pm.